

**BY ORDER OF THE COMMAND
EDWARDS AIR FORCE BASE**



AIR FORCE INSTRUCTION 65-402

**EDWARDS AIR FORCE BASE
Supplement**

13 AUGUST 2014

Financial Management

**RELATIONS WITH THE DEPARTMENT OF
DEFENSE, OFFICE OF THE ASSISTANT
INSPECTOR GENERALS FOR AUDITING,
AND ANALYSIS AND FOLLOWUP**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available on the e-Publishing website at www.e-Publishing.af.mil for downloading or ordering

RELEASABILITY: There are no releasability restrictions on this publication

OPR: 412 CPTS/FMQ

Certified by: 412 CPTS/CC
(Lt Col Trevor L. Williams)

Supersedes: AFI65-02_EDWARDSAFBSUP,
2 May 2008

Pages: 3

This instruction supplements Air Force Instruction (AFI) 65-402, *Relations with the Department of Defense, Office of the Assistant Inspector Generals for Auditing, and Analysis and follow-up*. This instruction applies to all Edwards Air Force Base organizations. It provides guidance and procedures on the follow-up policies and responsibilities of communication with the installation audit focal point. See Attachment 1 for a glossary of referenced and supporting information. This instruction may not be supplemented at any level. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional's chain of command. Requests for waivers must be submitted through chain of command to the OPR listed above for consideration and approval. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS)*. This instruction does not require tiers at or below the Wing level.

SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. Major changes include office symbols, Commander for Comptroller and OPR.

1.3.5. The installation point of contact is the Commander, 412 Comptroller Squadron (CPTS).

2.2.3. Any contact with the Department of Defense Inspector General (DoDIG) personnel must be reported to 412 Comptroller Squadron (CPTS/FMQ) immediately. Each organization contacted should notify their Headquarters (HQ) counterpart.

2.5. All base organizations will submit a report to Commander, 412 CPTS following DoDIG contact.

3.2.2. 412 CPTS/FMQ will distribute information copies of DoDIG reports to the appropriate AFTC organizations.

3.3.1.1. Any comments for audit reports should be made through HQ counterparts. Forward a copy to 412 CPTS/FMQ for the central file.

MICHAEL T. BREWER, Brigadier General, USAF
Commander

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 65-402, *Relations with the Department of Defense, Office of the Assistant Inspector Generals for Auditing, and Analysis and followup*, 19 July 1994

AFMAN 33-363, *Management of Records*, 01 March 2008

Abbreviations and Acronyms

412 CPTS—412 Comptroller Squadron

412 CPTS/FMQ—412 Comptroller Squadron Financial Management Quality Assurance

AFTC—*Air Force Test Center*

HQ—Headquarters

DoDIG—Department of Defense Inspector General